

This lesson will help students build a *Subject-Specific Portfolio* to showcase their individual course work, learning experiences, self-discovery, and career exploration.

Teacher Led	X	Requires Computer	X	Requires myBlueprint.ca	X
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LEARNING GOALS:

Students will create a Portfolio to:

1. Identify strategies to learn and grow from their experiences
2. Document and reflect on their skills and experiences
3. Display their work and reflect on their individual progress

MATERIALS:

- Computers, tablets, or mobile devices
- **Handout [A] - Building a Portfolio Checklist**
- **Handout [B] - Student Instructions**

GETTING STARTED:

1. Have students visit www.myBlueprint.ca, click **Log In** (in the top right-hand corner), and enter their email and password.
 - **Forgotten password?** Students can reset their passwords by clicking ‘Forgot password?’
 - **Forgotten email?** As a teacher/counsellor, you can reset your students’ emails and passwords in your **Student Manager** or **Classes**.

INSTRUCTIONS:

1. As a class, discuss “What is an electronic portfolio?” and “How can I benefit from having a Portfolio?”

Throughout the course, students will complete self-reflective activities where they will be required to add components of their self-discovery to a subject-specific portfolio on myBlueprint (e.g., My Math Portfolio). This portfolio will showcase their work, individual reflections on their progress, learning styles, personality traits, skills, and goals! This portfolio will also serve as a tool for students to express themselves by having a dynamic collection of materials which summarize, document and highlight who they are, what they have learned, and what they hope to do in the future.

2. Discuss the **Handout [A] – Building a Portfolio Checklist** and identify your class Success Criteria
3. Provide students with **Handout [B] - Student Instructions** for them to follow when building their subject-specific portfolio

LOOKING FOR AN EXEMPLAR PORTFOLIO?

- Share the exemplar portfolio below by clicking on the link to provide a visual of a completed portfolio
 - **SAMPLE PORTFOLIO:** [Subject Specific Portfolio](#)

- To view all of our exemplar portfolios, visit: education.myblueprint.ca/exemplar-portfolios

PERSONALIZE YOUR LESSON PLAN:

- Press keys **Ctrl+F**, type '*Subject*' into the search bar
- Click three-dot menu, and replace the word '*Subject*' with your course name, or course code

HANDOUT [A] - BUILDING A PORTFOLIO CHECKLIST

Ensure the following items have been included in your Subject portfolio.

SUBJECT PORTFOLIO CHECKLIST

- ☐ A profile picture for your portfolio (i.e., 'Avatar')
- ☐ A banner image for your portfolio
- ☐ Your **Learning Styles** survey results report
 - ☐ Add a reflection to your **Learning Styles** survey box and include one (or a few) of the study tips suggested for your learning style distribution, and describe how this may help you?
- ☐ Your **Interests** survey results report
 - ☐ Add a reflection to your **Interests** survey box that includes: five of your transferable skills, and five skills you would like to develop
- ☐ Add an **Occupation** that relates to your subject
 - ☐ Add a reflection describing how this occupation relates to your subject, your interest in the occupation, and three skills needed to excel in the occupation
- ☐ Add one **Short-term Goal** about something you would like to work on/develop/achieve over the course of the next few months (ensure to add at least 3 tasks to your action plan)
- ☐ Add one **Long-term Goal** about something you would like to accomplish once you transition to post-secondary and/or to the workplace (ensure to add at least 3 tasks to your action plan)
- ☐ Upload a **Photo** to showcase a piece of work you are currently working on
 - ☐ Add a reflection describing your progress, and outline the great work that you have completed so far
- ☐ Upload a **Video** of you in class learning, or practicing a skill (i.e., group project, an experiment, a skit or play, read aloud, video of work in class, presentations, etc.)
- ☐ Add a **Journal** entry outlining your biggest accomplishment in class this year, and describe how this impacts your future goals, and interests
- ☐ Add a **Link** to a website/URL that relates to your subject. (i.e., a website used for research, link to an info video, link to a site related to your subject)
 - ☐ Add a reflection about why the link you added to your Portfolio was beneficial to your learning, and describe why you wish to share it

Please organize your portfolio in such a way that makes it easy to view and use appropriate photos to make it visually appealing. Feel free to add your personal touch to the portfolio by adding more artifacts than listed above, as long as they are relevant!

HANDOUT [B] - STUDENT INSTRUCTIONS

A Portfolio is about **YOU**. Your Portfolio is:

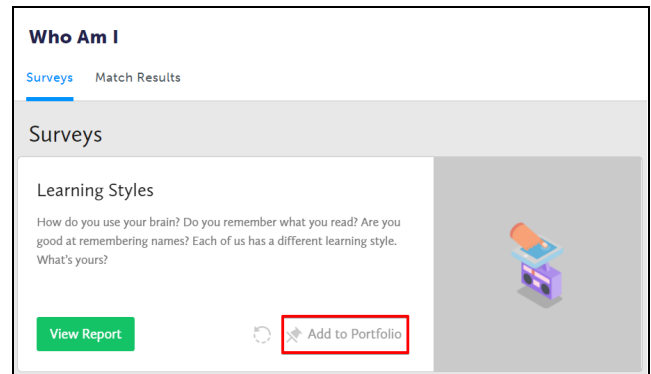
- A tool to help you discover and express who you are
- A dynamic collection of materials which summarize, document and highlight the best of who you are, what you have done and what you hope to do
- Evidence of your growth and learning in a period of time

BUILDING YOUR PORTFOLIO INSTRUCTIONS

1. Visit www.myBlueprint.ca, click **Log In** in the top right corner and enter your username and password.
2. From the left-hand navigation menu, select **Home > Portfolios**.
3. Click **+ Add Portfolio**, enter a title and click **Add Portfolio**.
4. Add an **Avatar** and a **Banner** to personalize your portfolio.

5. Go to the **Who Am I** section and take the **Learning Style** survey. Once completed, add your report to your portfolio by clicking **Add to Portfolio**

- a. Click **Home > Portfolios**, select your Portfolio. On your Learning Styles result box, click **Add Reflection** about one (or a few) of the study tips suggested for your learning style distribution, and describe how this may help you.



6. Go to the **Who Am I** section and take the **Interests** survey. Once completed, add your report to your portfolio by clicking **Add to Portfolio**
 - a. Click **Home > Portfolios**, select your Portfolio. On your Interests survey click **Add Reflection** and share five of your transferable skills, and five skills you would like to develop.
7. Based on your knowledge and understanding, what are some useful keywords for you to use when conducting a search to find information on occupations related to your course subject?

My keywords:

1. _____

2. _____

3. _____

4. _____

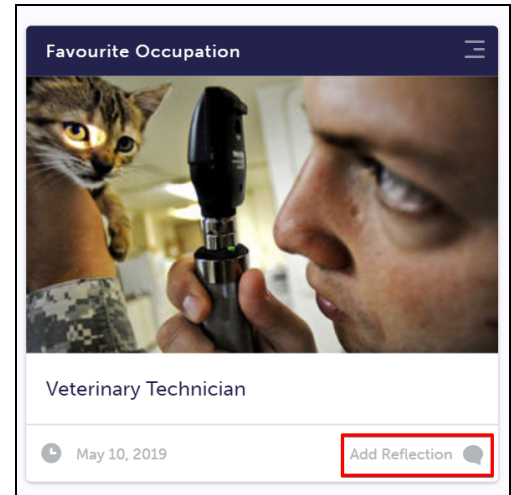
8. Go to the **Work > Occupations**. Use the keywords you identified to search for related occupations. Read through the overview pages for each occupation and pick **two (2)** that seems to be the most appealing to you.

***Pro Tip:** You may wish to use the **Career Cluster** filter to explore occupations.

9. Once you have chosen an occupation, add it to your Portfolio by clicking **Add to Portfolio**. Once you've added your occupation, click **Add Reflection** and describe:

- a. How does this occupation relate to your subject?
- b. What interests you the most about this occupation?
- c. List three skills needed to excel in this occupation.

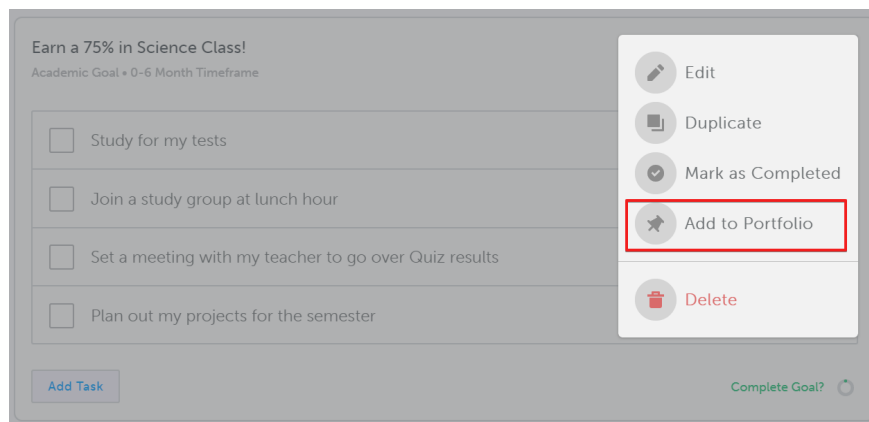
***Pro Tip:** If you are unsure about which occupation is the best fit for you, complete the compatibility survey for the occupation from the **Do I Match** tab in the occupation overview pages.



10. Go to **Home > Goals**, click **+ Add Goal**.

Add **one short-term goal** about something you would like to work on/develop/achieve over the course of the next few months (ensure to add at least 3 tasks to your action plan). Once you've set a goal, add your goal to

your Portfolio by clicking the  menu and select **Add to Portfolio**

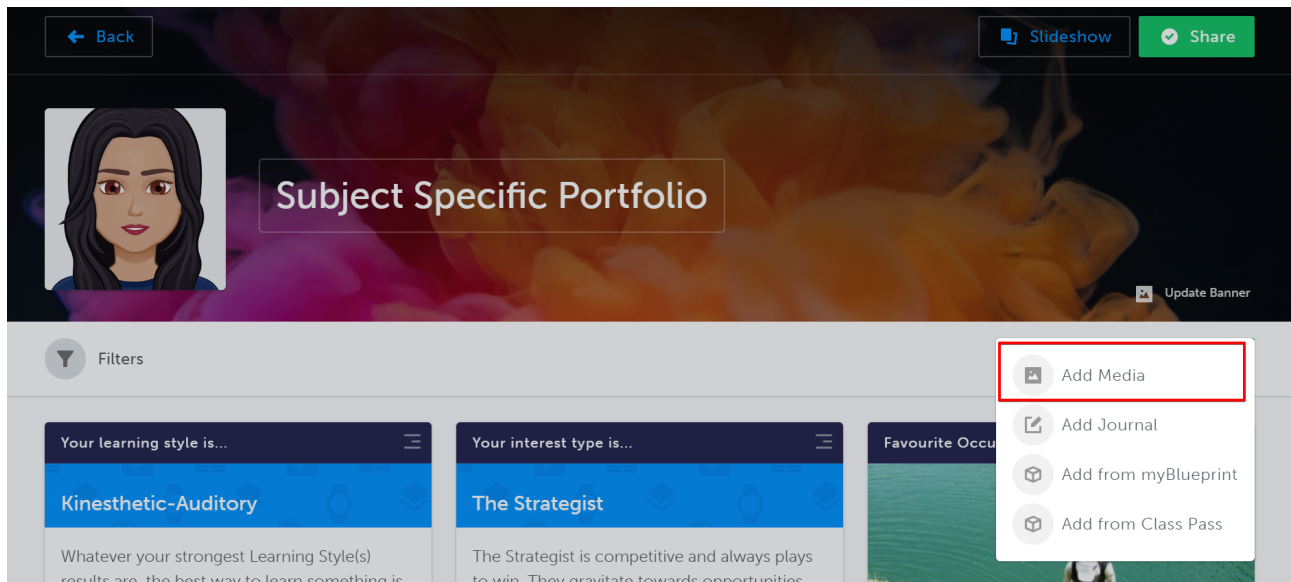


11. Go to **Home > Goals**, and click **+ Add Goal**. Add **one long-term goal** about something you would like to accomplish when you transition to post-secondary and/or the workplace (ensure to add at least 3 tasks to your action plan). Once you've set a goal, add your goal to your Portfolio by clicking the  menu and select **Add to Portfolio**

12. Go to **Home > Portfolios**, select your Portfolio. Click **+Add Box > Add Media**. Add a photo of something you are currently working on in class.

(**Hint:** Select a piece of work you are planning to showcase your growth or something you have only partially completed).

- a. Once you have added your Photo. Click **Add Reflection** to: describe the photo, outline your progress in your work, and the work you have completed.



13. Go to **Home > Portfolios**, select your Portfolio. Click **+Add Box > Add Journal**. Enter a **title** for your Journal. In the body of the Journal, share your biggest accomplishment in class this year. Describe how this made you feel, or how it impacts your future goals, and interests.

(**Hint:** Stuck on your biggest accomplishment? Write about an accomplishment you are working towards, it can be related to one of the goals you have created!)

14. Go to **Home > Portfolios**, select your Portfolio. Click **+Add Box > Add Media**. Upload a **video** of a skill you are practicing or are learning in class.

(**Hint:** This could be a group project, an experiment, practicing for a skit, a presentation, or a video of work in class!)

15. Go to **Home > Portfolios**, select your Portfolio. Click **+Add Box > Add Media**. Add a **link** to a website that relates to your subject. (This link could be a website that you have used to research in class, a link to an information video, or a link to a blog post you have read related to the subject).

- a. Click **Add Reflection** and identify why the link you added to your Portfolio was beneficial to your learning, and describe why you wish to share it with others.